



Agency Records Disposition Schedule

Department: Department of Revenue

Section: Processing

Division: Taxation and Collection

Sub-Section: Individual Income Tax

TITLE: Individual Declaration of Estimated Tax Vouchers (DCL)

CUTOFF: EOSFY

DESCRIPTION: Quarterly Estimated Tax Declaration for Individuals. Document includes individual's name, address, period and amount paid.

RETENTION: Years: 4 Months: 0 Days: 0

NOTES: Paper kept 1 year then destroyed. Image kept for 4 years.

DISPOSITION ACTION: Destroy

SERIES: 6863

SERIES STATUS: Approved

APPROVAL DATE:

6/19/2012
